

EIS Core Committee

April 11, 2011 Meeting Notes

Attendees: Chien Shih, Suzanne Pfeiffer, Drake Lewis, Kathleen Moberg, Cindy Castillo, Tom Roza, Paul Starer and Kari Elliott (note taker).

1. Steering Committee April 26, 2011 (April 12th meeting rescheduled):
 - Implement Faculty Association mandate for Fall quarter.
 - Implement Student channel for open classes, distance learning classes and hot classes for Fall quarter.
 - Auto-enroll students from waitlist – implement Fall quarter 2012.
 - Foundation – go live end of April.
 - BDMS – go live end of June.
 - Both colleges have compiled a list of things to scribe to make catalogs current – may need additional dollars to do scribing.
2. Emergency Contact Information for Students:
 - Change heading on portal to Campus Crisis Contact.
 - Need a more direct way online for personal contact (next of kin).
3. Students becoming employees and impact on Banner:
 - Meeting today with all departments to discuss.
 - All departments are clear on process and how to fix.
4. Backfill Dollar:
 - Allocated already based on original amount allocation.
 - Additional dollars requested by each team lead has been approved by Steering Committee and Chancellor Staff.
 - Additional dollars requested will no longer be centralized through EIS; the dollars will go to the colleges and Central services to distribute through case by case.
5. Review Grade Roll Process Document:
 - Ineligible job is not run all the time.
 - Would like students to be able to see grades when entered with a note that it is unofficial until the grade roll is done.
 - Old system ran a nightly job batch process making grades available immediately to students.
 - Once grades are submitted, faculty cannot change grades without going to A & R office.

Take Away Items:

1. Need to clarify once faculty submit grades, they cannot change grades.
2. Increase frequency of grade rolls.